

## Virtual Gateway Customer Service

Phone: 800-421-0938

\*TTY: 617-988-3301

Monday – Friday 8:30 am – 5 pm

Please leave a voicemail if calling after hours.

## Customer Service is available to assist you with...

- General questions about the Virtual Gateway
- Technical questions or system issues
- Virtual Gateway access or login questions
- If Customer Service cannot resolve your issue immediately, we will issue a ticket number, provide a workaround (where possible), and continue working to resolve the problem

## Please be prepared to provide the following...

- Name, organization, phone number, and email address
- Business Service you are working on
- Screen/field you were working on (if applicable)
- Description of the issue or error message (if applicable)
- How critical is the issue? Is it preventing you from doing your work?

<sup>\*</sup> TTY line for the deaf and hard of hearing